

Town of Carlisle

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Office of
PLANNING BOARD

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Minutes

March 13, 2006

Minutes 2/27/06

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GIS Development Task Force

Town Hall Technology

Development of additional GIS data layers and technical support [Applied Geographics-Planning Board]

Preparation of proposed amendments to Personal Wireless Communications Facilities bylaw [Broadcast Signal Lab-Planning Board / joint subcommittee]

Preparation of proposed amendments to Accessory Apartment bylaw to provide options for affordable units [Riverside Consulting-Selectmen / joint subcommittee]

Feasibility study of adopting Inclusionary Zoning and/or Open Space Residential Design bylaw provisions [Edith Netter & Associates-Planning Board]

Continued Public Hearing on applications for four special permits for a Conservation Cluster, "Greystone Crossing," comprised of 15 building lots and 5 open space parcels within 47.3 acres located on Cross Street and Bingham Road (Map 7, Parcels 35,36,37,38,47 & 59); and three (3) Common Driveways, "Trillium Way," "Captain Wilson Lane," and Greystone Lane, all with access from Cross Street (Request of William Costello, Bingham Road LLC and Carriage Estates Trust)

Request for review and comments on draft 2005 Open Space and Recreation Plan [Request of Conservation Commission]

Application by Carlisle Recreation Commission for Site Plan Approval under Sec. 7.6 of the Zoning Bylaws for the Phase 2 Ball Field project on the Banta Davis land at 304 Bedford Road, seeking a report and recommendation to the Board of Selectmen (Due date 3/3/06)

Request from Board of Selectmen for recommendation on the laying out of Wilkins Lane (Due date 4/3/06)

David Freedman called the meeting to order at 7:34 pm in the Clark Room at Town Hall. Board members **Louise Hara, Peter Stuart, Kent Gonzales, Brian Larson,** and Planning Administrator **George Mansfield** were present. **Michael Epstein** was absent. **Ray Bahr** joined the meeting at 7:40 pm.

Gretchen Caywood, assistant to the Planning Administrator, Mark Spears (RecComm) and Bob Zielinski, Carlisle Mosquito reporter, were also present.

Minutes

The PB reviewed the minutes of the 2/27/06 meeting. Hara moved to approve the minutes as drafted, Stuart seconded and the motion carried 6-0.

Town Election/Associate Members

Freedman summarized the actions of this evening's Town Caucus concerning the open positions for the PB. He indicated that Larson was nominated for one of the available three year terms for PB membership, and that he was nominated for the open one-year term. Greg Peterson, 63 Indian Hill, was nominated for the other three-year term. Mansfield reported that Bahr had submitted a letter of resignation from his PB term, and that he will resign when the elections take place on May 9, 2006. Therefore, Bahr will remain a member through the May 8th PB meeting.

Application by Carlisle Recreation Commission for Site Plan Approval under Sec. 7.6 of the Zoning Bylaws for the Phase 2 Ball Field project on the Banta Davis land at 304 Bedford Road, seeking a report and recommendation to the Board of Selectmen (Due date 3/3/06)

Mansfield reviewed his draft of a memo from the PB to be presented to the BOS, concerning the PB's review of the Site Plans for Banta Davis. Based on their review, the PB recommends **approval** of the Site Plan, consisting of four sheets each of an Existing Conditions Plan, a Layout Plan, a Grading Plan, a Landscape Plan, and five sheets of Site Details prepared by Dewberry-Goodkind, Inc., dated February 27, 2006, **subject to certain recommended waivers and conditions detailed in the memo.**

The PB then reviewed the recommended Waivers and Conditions in detail. One key waiver is that of the requirement for landscaped islands in parking areas containing 25 or more parking spaces, this being to maximize the number of parking spaces.

Among the key conditions, the PB is recommending that the entrance to the site be widened to approximately 14 feet per single lane, and a small island be incorporated to separate entering and exiting traffic, with the total 28-foot roadway width continuing through the curve and then narrowing to 24-feet. An appropriately located, marked and signed crosswalk will be maintained on Bedford Road. The playing fields must also be clearly marked with names or numbers, and directional signs installed at the intersections to direct traffic to them.

The PB also recommended a "Condition of Operation" that when an event is planned by RecComm and/or other authorized users of the site that anticipates more participants and/or spectators that the new parking arrangement can incorporate, the sponsors are obligated to arrange for off-site parking and carpooling from satellite locations or to employ attendants to direct and manage traffic and parking on the site during these peak usage periods.

Also a recommended condition, while the new site will be wired below ground to allow for future night lighting, no such lighting shall be installed on the site without returning to the BOS for further site plan approval.

Concerning landscape screening issues, the PB recommended the condition that landscape screening that is satisfactory to the Superintendent of Public Works must be installed between the tennis courts and the Green Cemetery, after the courts and the drainage facilities are installed. Also, the PB noted as a condition that adjustments shall be made to the landscape plan (LA-2) to accommodate vehicle entry into the wastewater treatment plant.

On reviewing the draft, the PB also added the condition that a blasting plan should be prepared and submitted to the BOS and the Fire Department that demonstrates adequate protection for the foundation, infrastructure, and contents of the wastewater treatment plant, as well as for neighboring properties and the cemetery.

Freedman ascertained that RecComm had met with all abutters of the proposed site. Larson verified that there will be speed bumps on the access road into the site.

Gonzales then moved to approve the memo from the PB to the BOS as amended this evening. Stuart seconded, and the motion carried 5-0-1 with Hara abstaining.

Continued Public Hearing on applications for four special permits for a Conservation Cluster, "Greystone Crossing," comprised of 15 building lots and 5 open space parcels within 47.3 acres located on Cross Street and Bingham Road (Map 7, Parcels 35,36,37,38,47 & 59); and three (3) Common Driveways, "Trillium Way," "Captain Wilson Lane," and Greystone Lane, all with access from Cross Street (Request of William Costello, Bingham Road LLC and Carriage Estates Trust)

Freedman reopened the public hearing for some brief discussion, but no new testimony was taken. The PB is awaiting completion of review of the drainage plan for this proposed Conservation Cluster by LandTech. Also, Epstein had worked with the applicant's attorney to revise the legal documents, but could not be present to explain these revisions. Therefore, Stuart moved to continue the hearing to 8:45 pm March 27, 2006. Hara seconded the motion, and it passed 6-0.

Preparation of proposed amendments to Personal Wireless Communications Facilities bylaw [Broadcast Signal Lab-Planning Board / joint subcommittee]

The PB reviewed a draft Warrant Article detailing the proposed amendments to the Wireless bylaw and recommended that, after a few suggested format changes, this draft be submitted to Town Counsel (via the Town Administrator) for review. Freedman suggested having a full redlined comparison document (indicating old and new wording) available at the public hearing on April 10, 2006, as it may be beneficial to the general public's understanding of the changes.

Freedman requested that Gonzales direct the Wireless Bylaw Subcommittee to prepare a summary paragraph describing the proposed changes, to be included in the "Notice of Public Hearing" published in the Carlisle Mosquito.

Preparation of proposed amendments to Accessory Apartment bylaw to provide options for affordable units [Riverside Consulting-Selectmen / joint subcommittee]

Freedman and Mansfield suggested that the draft Warrant Article of the proposed amendments to the Accessory Apartment (AA) bylaw be written in a format that more clearly states the wording of the existing bylaw, then compares the proposed wording, a level of detail that is possible since this bylaw is much more brief than the Wireless one. Freedman also suggested that the AA bylaw be taken up first at the Town Meeting on May 1, 2006.

Request from Board of Selectmen for recommendation on the laying out of Wilkins Lane (Due date 4/3/06)

Mansfield informed the PB that State law requires the PB to make a report and recommendation whether this Lane should be laid out as a public way. He informed the PB that, since the roadway was created pursuant to an approved subdivision plan, the PB just needs to affirm that they issued a Certificate of Completion for the subdivision and specify the date issued, and that the accepted as-built plan may serve as the layout plan for the roadway.

Hara moved and Stuart seconded a motion that the Wilkins Lane roadway has been built, and that the PB issued a Certificate of Completion on February 14, 2005. The motion passed 5-0-1, with Larson abstaining, as he was not a PB member at that time.

Larson moved and Bahr seconded the adjournment of the PB meeting at 9:59 pm, and the motion passed 6-0.

Respectfully submitted,

Gretchen Caywood,
Planning Board Administrative Assistant